



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Air Monitoring Calibration Records

CUTOFF: EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 22 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22246

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Air Quality Monitoring and Air Quality Assurance Reports

CUTOFF: EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 22 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22247

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Appropriation Information

CUTOFF:

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22735

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Bench Sheets

CUTOFF:EOCY

DESCRIPTION: Record of analytical data from DNR lab tests. From schedule 16-09.

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22248

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Chain of Custody

CUTOFF:

DESCRIPTION: from schedule 16-09

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22809

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Cost Recovery Time Sheets

CUTOFF:EOSFY

DESCRIPTION: From schedule 16-10

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22808

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Environmental and Toxic Spill Reports

CUTOFF:EOCY

DESCRIPTION: originals. From schedule 16-09.

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22249

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Facility Files

CUTOFF:EOSFY

DESCRIPTION: May be microfilmed. From schedule 16-11, Environmental Assistance Office.

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22733

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Grants / Cooperative Agreements

CUTOFF:EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 30 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22250

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Hi-Vol Samples

CUTOFF: EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 22 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22251

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Medical Monitoring

CUTOFF:

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 30 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22737

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Operator Training Course Information and Rosters

CUTOFF:

DESCRIPTION: From schedule 16-11, Environmental Assistance Office.

RETENTION: Years: 15 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22734

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Payment Documents: Cost Recovery

CUTOFF: EOSFY

DESCRIPTION: from schedule 16-09

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22731

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Project Files

CUTOFF: WSO

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 0 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22253

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Site Specific Information

CUTOFF: EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 30 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22254

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003



Agency Records Disposition Schedule

Department: Department of Natural Resources

Section: Environmental Services Program

Division: Division of Environmental Quality

Sub-Section:

TITLE: Trip Itineraries

CUTOFF:EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22255

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003

TITLE: Video Tapes

CUTOFF:EOCY

DESCRIPTION: From schedule 16-09.

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 22252

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2003
